

Eligibility Determination System Planning Services Request for Service 11-27

Pre-Proposal Conference

October 28, 2010

James Osborne, Senior Account
Manager for FSSA and DCS



Indiana Department of Administration

Agenda

- Introductions
- General Information
- RFS Process
- Cost Proposal
- Minority and Women's Business Enterprises
- Description of ICES/RFS



General Information

- Sign-In Sheet for Attendees
- Sign-In Sheet and PowerPoint will be posted on State's Solicitation Website
- Intent to Respond Forms (Attachment H) due **Monday, November 1st**
- **All** questions must be submitted **in writing** via **Attachment J** by **Monday, November 1st**



RFS Process

- **Receipt of Intent to Respond Form (Attachment H) and formal written questions (Attachment J)**
- **State will post Question and Answer document to the RFS host page website**
- **Respondents to complete proposals and submit by the response deadline**
- **No contact to be initiated by vendors with any member of FSSA-DFR**
- **Vendors to ensure registrations are completed as described within the RFS (Procurement Division, Secretary of State, etc.)**



RFS Process (cont.)

- **State to evaluate proposals in the manner described in Section 3 of the RFS**
- **Respondents must name a proposal contact who will be available via email and responsive to any State follow-up requests**
- **Any inquiries on the RFS evaluation process must be made to James Osborne**



Key Dates

Activity	Date
Deadline to Submit Written Questions (Please Use Attachment J)	Monday, November 1, 2010
Deadline to Submit Intent to Respond Form (Attachment H)	Monday, November 1, 2010
Target Date for Response to Written Questions/RFP Amendments	Wednesday, November 10, 2010
Submission of Proposals	Tuesday, November 30, 2010
<i>The dates for the following activities are target dates only. These activities may be completed earlier or later than the date shown.</i>	
Proposal Evaluation	Tuesday, December 21, 2010
Proposal Discussions/Clarifications (if necessary)	Tuesday, January 4, 2011
Oral Presentations (if necessary)	Thursday, January 6, 2011
Revised Pricing Offers (if necessary)	Thursday, January 6, 2011
Contract Award	Monday, February 7, 2011



Cost Proposal Template

- Vendors must complete Attachment G, Cost Proposal Response Template, in its entirety
- Vendor bids must be based on a time and resources model, where the hourly cost of each position is multiplied by the expected number of hours worked by each proposed staff position
 - **Personnel**
 - Propose an all-inclusive Hourly Billing Rate for each staff position
 - **Phase**
 - Propose the expected number of hours required by each staff position to complete the services requested in the RFS
 - Propose an estimated project phase duration (in months) consistent with State expectations to help calculate monthly invoice amounts
- Performance withholds described in the RFS will be calculated automatically in Attachment G



Proposal Preparation

- Use the templates provided for all answers
- Do not alter templates or formats
- Attachment G (Cost Proposal) must be returned in Excel



Proposal Evaluation

Summary of Evaluation Criteria:

1. Adherence to Mandatory Requirements
 - Pass/Fail
2. Management Assessment/Quality (Business & Technical)
 - 50 points
3. Cost (Cost Proposal)
 - 30 points
4. Minority (10) and Women Business (10)
 - Subcontractor Commitment 20 points

*** 100 Total Points**



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Minority and Women's Business Enterprises

- Goals for Proposal
 - 8% Minority Business Enterprise
 - 8% Women's Business Enterprise



STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

Quote/Bid
DUE DATE:
TOTAL Quote/ BID AMOUNT:

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm Company Name:	Contact Person:
Address:	E-mail:
Sub-Contract Amount:	Telephone Number: () Fax Number: ()
Sub-Contract Percentage of Total Bid:	Describe service/product to be provided:
Provide approximate dates when Sub-Contractor will perform on this project:	

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm Company Name:	Contact Person:
Address:	E-mail:
Sub-Contract Amount:	Telephone Number: () Fax Number: ()
Sub-Contract Percentage of Total Bid:	Describe service/product to be provided:
Provide approximate dates when Sub-Contractor will perform on this project:	

Respondent Firm	Telephone Number
Address	Fax Number
City/State/Zip Code	Email Address
Representative	Authorizing Signature
Date	Printed Name and Title

☐ Please check if additional forms are attached.
 Page _____ of _____

IF PARTICIPATION EXISTS THIS FORM MUST BE COMPLETED IN ITS ENTIRETY WITH COMPLETED LETTERS OF COMMITMENT



Additional Information

IDOA PROCUREMENT LINKS AND NUMBERS

<http://www.in.gov/idoa/2354.htm>

1-877-77BUYIN (8946) For Vendor Registration Questions

<http://www.in.gov/idoa/2464.htm>

For Inquiries Regarding Substantial Indiana Economic Impact

- A. <http://www.in.gov/idoa/2467.htm>

Link to the developing “one stop shop” for vendor registry with IDOA and Secretary of State.

- B. Secretary of State of Indiana:

Can be reached at (317) 232-6576 for registration assistance. www.in.gov/sos

- C. See Vendor Handbook:

Online version available at http://www.in.gov/idoa/files/vendor_handbook.doc

- D. Minority and Women Owned Business Enterprises:

[http://www.in.gov/idoa/files/Certification_List\(48\).xls](http://www.in.gov/idoa/files/Certification_List(48).xls) for table of IDOA certified MBEs and WBEs. For more WBE’s information <http://www.in.gov/idoa/2352.htm>

- E. RFS posting and updates:

Go to <http://www.in.gov/idoa/2354.htm> (select “State of Indiana Opportunities” link)

Drag through table until you find desired RFP/RFI number on left-hand side and click the link.



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What is ICES

- Indiana Client Eligibility System (Implemented in 1993)
 - Architecture – IBM z10
 - Cobol II
 - IMS 11
 - DB2
 - Cognos
 - Webservices
 - 130+ Interfaces
 - System of Record for Modernization efforts (Hybrid business model)
 - Integrated Eligibility Determination/Re-determination Process
 - Issue benefits to over 1M recipients per month
 - Food Stamps
 - Medicaid
 - TANF
 - CHIP
 - State-Only Programs



High Level ICES Process

- Information is collected by staff and entered into the system
- Information is processed centrally by a mainframe computer
- System databases
 - Record and store the information
 - Issue benefits
 - Communicate with workers through system messages
 - Communicate with clients through mailed notices.
- Eligibility Staff use a driver flow
 - Determining what information is needed
 - What screens to access based on data entered
- Much of the system will operate "behind-the scenes"
 - Out of sight of the worker
 - Batch processing information overnight



Scope of RFS

- Provide Eligibility Determination System Planning Services for the State of Indiana – Two Phases:
 - Planning
 - Review existing ICES System
 - Identify business and technical requirements (and corresponding gaps)
 - HCR – IT assessment will be key input to this activity
 - Perform cost benefit analysis of system alternatives
 - Approach to update ICES
 - Procurement
 - Develop FNS IAPD Document
 - Facilitate the procurement and selection of an implementation contractor(s)



Scope of RFS

- General Requirements of Contractor:
 - Expertise and experience in evaluating TANF, SNAP, Medicaid, and CHIP operations, specifically in relation to eligibility determination systems
 - Expertise and experience supporting state health and human services programs implement policy, operational, and technological changes associated with health reform and PPACA;
 - Expertise and experience assessing systems that include functionality similar to that of ICES and experience with state-of-the-art eligibility determination systems
 - Expertise and experience in performing technical and business gap analyses for large-scale technological systems
 - Expertise and experience leading the State in the development of the requirements for an effective eligibility determination system
 - Expertise and experience in advising government agencies on procurement strategies in general and Medicaid related procurement strategies



Questions and Answers

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Thank You

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